



Maine DOE Commissioner's Conference

Individual Reservation Form

Jordan Hotel & Conference Center

at Sunday River Resort

1-800-207-2365



Pricing Valid June 26 - July 1, 2015

Lodging Preference	Per Room, Per Night	Deposit Required
<u>Jordan Hotel Standard Room</u> (2 queen beds)	() \$97.00++	If reservation is for only one night, one night's lodging is due within five (5) days of booking the reservation. If reservation is for multiple nights, ½ of the total reservation is due within five (5) days of booking the reservation. Final payment is due two weeks prior to arrival and will be automatically charged.
<u>Jordan Hotel Studio Superior or Deluxe Room</u> (1 Queen murphy bed in Superior or 1 queen murphy bed & 1queen sleep sofa & kitchenette in Studio Deluxe)	() \$97.00++	
<u>Jordan Hotel One Bedroom Suite</u> (1 queen bed in private bedroom, 1queen sleep sofa in living area & kitchenette)	() \$127.00++	
*Other room types available by request. Please check your lodging preference and rate. 15% tax and resort fees are additional. ***If your organization is tax exempt, proper documentation must be provided receive the tax exempt rate.*** For details and photos of all room sites please visit the following: http://www.sundavriver.com/lodging/grand-summit		

Please indicate -- Arrival day/date: _____ Departure day/date: _____

When making a reservation, please refer to group code: **85J71E**

Last Name _____ First Name _____

Company (if applicable) _____ Phone # _____

Address _____

City _____ State _____ Zip _____

Special Requests _____

Email Address _____

Credit Card Type: _____ Card # _____ Exp. date _____ Security Code _____

To participate in this event, please complete this form and mail it to Sunday River, PO Box 4500, Newry, ME 04261, FAX this form directly to our Reservations Office at 207-824-5195, or email the completed form to brianab@sundayriver.com. If you have questions, please call the Reservations Office at 1-800-207-2365 between 8 AM - 5 PM, Monday through Friday. Sunday River accepts checks, Mastercard, Visa, American Express, and Discover. Deposit is due within five days of booking a reservation. The reservation will be canceled if the deposit is not received within the five-day period. For refund of deposit, less a \$50.00 cancellation fee, notification of cancellation must be received at least 15 days prior to the scheduled arrival. The entire deposit will be forfeited if cancellations are made 14 days or less prior to scheduled arrival.

Signature _____ Date _____

Check-in time is 4:30 PM. Check-out time is 10:30 AM. Unless indicated, the above rates are subject to a 15% Maine State Tax and Resort Service Charge.